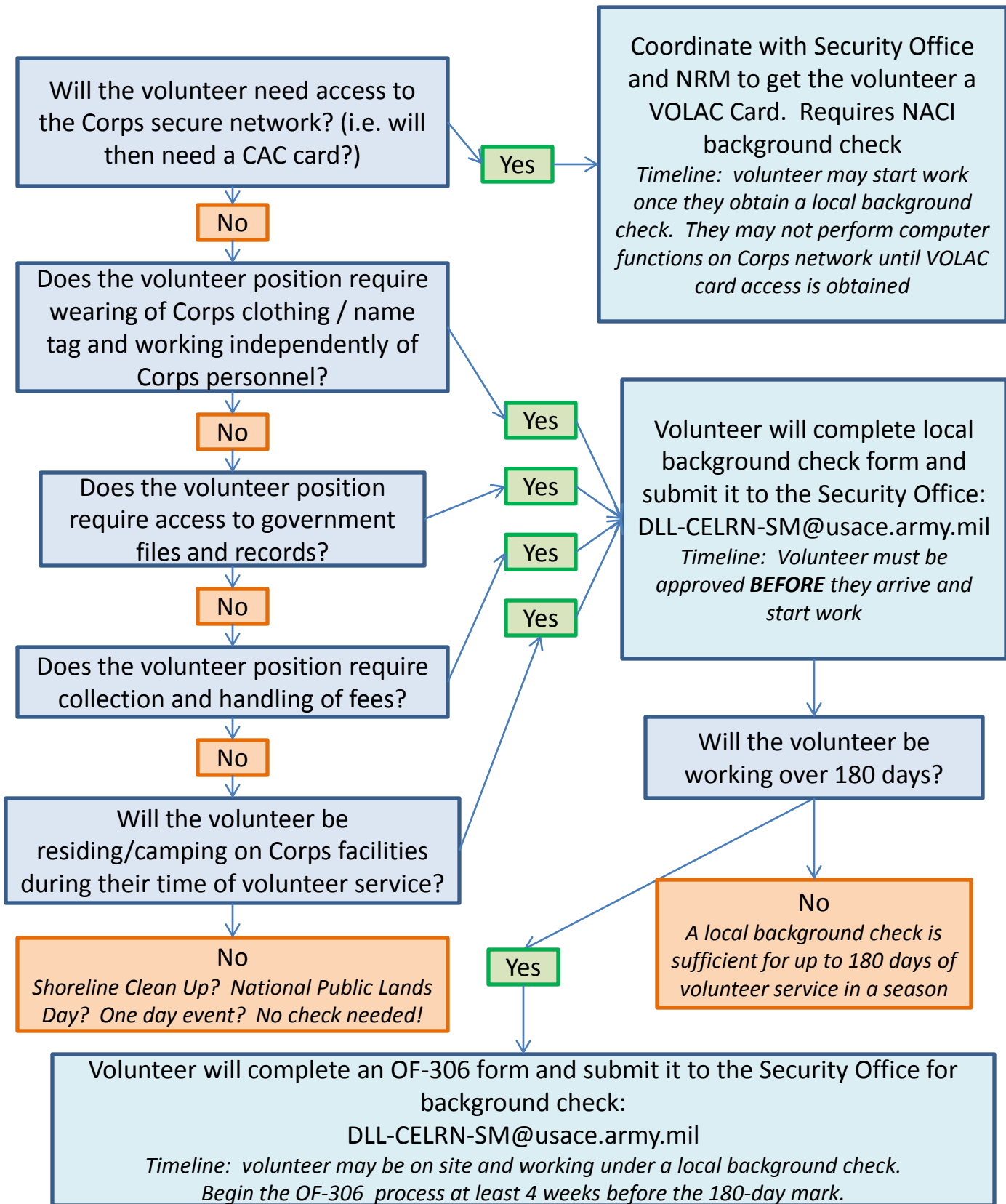


Volunteer Background Check Process

Nashville District



**U.S. Army Corps of Engineers Nashville District
Volunteer Background Request Form**

FULL Name (Last/First/MI): _____
(Note: a separate form must be submitted for each individual, including all minors, in your party)

Duration of Volunteer Work (mm/dd/yyyy) _____ to _____

Date of Birth (mm/dd/yyyy): _____

Location of Volunteer Position (Lake Name): _____

Volunteer Position Title or Duties: _____

Park Ranger Volunteer Coordinator: _____

Are you a current federal employee or federal contractor? **Yes** **No**

Are you a current or retired DOD military or military family member? **Yes** **No**

Do you have a valid driver's license? ***Yes** **No**

*Driver's License State: _____ * Driver's License #: _____

Primary Email: _____

Phone #: _____ (include area code)

SSN: _____

Permanent Address: Street: _____

City: _____ State: _____ Zip: _____

Are you a U.S. Citizen? **Yes** ***No**

*If No, Citizenship (Country): _____

PASSPORT #: _____ and Expiration Date: _____

OR VISA #: _____ and Expiration Date: _____

OR PERMANENT RESIDENT CARD #: _____

Have you ever been convicted of, or, arrested and awaiting trial for a violent crime, crime against person, or crime involving use of a weapon? **Yes** **No**

Are you required to register as a sex offender in any state or territory? **Yes** **No**

Have you ever been convicted of, or, arrested and awaiting trial for manufacturing, distribution or intent to distribute drugs or controlled substances? **Yes** **No**

NASHVILLE DISTRICT SECURITY REQUIREMENTS

Background Check Form is Required for Volunteers Meeting at least ONE of the Following:

1. Volunteer positions that require wearing Corps volunteer clothing/name tag who work independently of Corps personnel
2. Volunteer positions that require access to government files and records
3. Volunteer positions that require collection and handling of fees

OF-306 and/or Full National Agency Check with Inquires (NACI) and Finger Printing are Required for:

1. Volunteers working more than 180 calendar days in a year (*Form OF-306*)
2. Volunteer positions that require access to a Corps networked computer (*NACI w/ fingerprinting*)

**Please note that an agreement for volunteer services may be terminated at any time
by the volunteer coordinator or the volunteer**

PRIVACY ACT STATEMENT

Information is solicited in accordance with Title 10, US Code Section 552 and is used to provide information necessary in verifying the eligibility of a potential volunteer and to verify positive identification of the individual. Solicited information is voluntary; however, failure to provide information may result in the inability to volunteer at a Corps facility. The information provided to the Corps will not be retained digitally or by hard copy after the volunteer position has ended.

Please email completed registration forms to **DLL-CELRN-SM@usace.army.mil**